

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
April 16, 2018

The Lyndon City Council met in regular session on Monday, April 16, 2018, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Morrison called the meeting to order.

- a) ROLL CALL: City Clerk called roll of the City Council. Mayor Morrison and members Katie Shepard (7:08), Darin Schmitt, Bill Patterson and Kyle Recob present. Darrel Finch absent with notification.

City Staff present: Julie Stutzman, City Clerk; David Wilson, Maintenance Supervisor; and Darrel Manning, Chief of Police.

Others Present: Brian Foster, BG Consultants; Bill Caton, Windy Ridge Developments (7:15); Tammy Schlingmann, Herald Chronicle; and Dennis Smith.

2. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- a) Schmitt made the motion to approve the regular meeting minutes of April 2, 2018 as amended. Recob seconded, motion carried.

3. CONSENT AGENDA:

- a) Approval of Bills: Patterson made the motion to approve the bills as set forth. Schmitt seconded, motion carried.

4. PUBLIC COMMENTS: None.

5. CORRESPONDENCE TO COUNCIL: None.

6. UNFINISHED BUSINESS:

- a) SENIOR HOUSING PROJECT UPDATE: Bill Caton with the Senior Housing project stated the project is underway and there has been some earthwork and concrete work being done. He stated in 2012 the project was 26 units or 12 duplexes in 6 communities, which included Overbrook and Lyndon having four units, Williamsburg and Harveyville having two units, Osage City having six units and Burlingame having eight units and a budget of 4.2 million. The project now is now estimated at 4.7 million and they were finally awarded the tax credits in February 2017.

Mr. Caton stated the units are primarily funded with Federal Low Income Housing tax credits and about 80% of the cost is funded by tax credits were awarded by the Kansas Housing Resource Corporation. The rest of the funds are through a loan with the First Security Bank of Overbrook of \$500,000 and a grant from the Federal Home Loan Bank of \$260,000. He stated they are ten-year tax credits where investors can purchase the credits to use for offsetting their taxes. Mr. Caton stated it is a competitive program and for every dollar of tax credits purchased the Kansas Housing Resource Corporation gets approximately \$5.00 worth of applications.

Mr. Caton stated construction has started in Osage City and Lyndon and then will begin in Burlingame, Overbrook, and Williamsburg.

Mr. Caton stated they appreciate the support from the Governing Body in waiving certain fees and that the Kansas Housing Resource Corporation likes to see support from the communities. He stated each unit costs approximately \$360,000 and the cost of the four units is approximately \$720,000 investment in Lyndon. It has been noted that if the need continues in Lyndon that in the near future may look at another phase of construction adding more units.

The housing units are designated for income-qualifying residents 55 and older. Mr. Caton stated they are trying to provide safe and affordable housing so that senior citizens can stay in town and continue to be part of the community.

Mayor Morrison stated the reason for asking Mr. Caton to attend is due to having new council members and in regards to the extensive sewer project, the City has underway making sure that the infrastructure for the housing units are properly added to the city's system which was briefly discussed with the Maintenance Supervisor.

- b) SEWER PROJECT RESIDENT INSPECTOR RESUME APPROVAL: Brian Foster stated they have to provide construction observers for the project and Council received copies of resumes from those inspectors as recommended by BG Consultants. He stated that once approved by Council the resumes would be sent to USDA for approval certifying there are qualified people on the job.

Mr. Foster stated there are three observers they are planning to use during the project who include Butch Roberts who has been with company for 30 years; Jessica Weaver who has recently joined the company and has 7 years experience in construction; and Wes Weishaar who is also the design engineer. Patterson asked if their time was part of the project budget and Mr. Foster stated it is included as employees of BG Consultants. Mayor Morrison asked if they would have someone on the project at all times overseeing and Mr. Foster stated it would be based on what work is being done, however, if something is due to be covered up they will be there to observe it. Mr. Foster stated if more contractors are due to come in and it is felt that more observers are needed, he will have the discussion with Council at that time.

Mayor Morrison stated his concern is making sure the collection system is well-monitored by the observer due to the infrastructure being buried, ensuring the work meets standards, and some of the time needed reduced for City Maintenance so they may handle city operation.

After a brief discussion, Shepard made the motion to approve the resident inspector resumes for Roberts, Weaver and Weishaar as observers for the sewer project. Patterson seconded, motion carried.

- c) LETTER OF INTEREST – PLANNING AND ZONING: The Council received a letter of interest from Dennis Smith to serve on the Planning and Zoning Commission. Mayor Morrison made the appointment. Schmitt made the motion to approve the Mayor's appointment. Patterson seconded, motion carried.
- d) QUARTERLY FINANCIAL UPDATE: The City Clerk provided Council with the revenues, expenses and fund balances as of March 31, 2018 as well as the percentages of the budget expended to date. She briefly discussed it with Council and stated she would look into the high contractual expense for the sewer fund, which she believes, is the \$51,000 duplicated, however, would look into it.
- e) SUMMER HIRING: The Mayor stated that he and City Clerk had interviewed the applicants for the summer positions and will ask for an executive session for non-elected personnel after staff reports. See executive session for action taken by Council.

7. NEW BUSINESS:

- a) SOLID WASTE CONTRACT: The solid waste contract with Ottawa Sanitation expires August 31, 2018 and the Council received a copy of the proposed RFP for review. She stated the City Attorney was also provided a copy via email to review. Patterson stated it had been discussed in a past council meeting about the City providing trash service. After a brief discussion, the Mayor noted that more research on providing that service is needed.

8. STAFF REPORTS:

- a) POLICE: Council received a copy of the Officer Activity report.
- b) PLANNING AND ZONING: The Commission met on Wednesday, April 4, 2018 at 6:30 p.m. at City Hall with all zoning members as well as five residents attended the meeting. Council received a copy of the list of approved and pending building permits in the packet.
- c) PUBLIC WORKS: The Maintenance Supervisor stated the Senior Housing project is underway as well as sewer project work on Highway 75 by BRB Construction in cooperation with Torgeson.

Sewer issue at house on Ninth and Topeka is in the process of repair, which includes boring out to the sewer main for re-attachment of that line.

The Maintenance Supervisor stated he has been working with BG Consultants to have a construction observer on site to review what is being done so that it works in conjunction with the sewer project work that is scheduled after the repair is done.

Criqui Construction is in town to fill in the water lagoons on 2nd Street and demolition of the old block building.

The Aldie Christensen Trail sign was taken to Knox Signs and Graphics so that a quote and proof could be made and provided to Council for approval.

Maintenance is in process of replacing sections of sidewalks removed for water service and/or culvert repair. They are working with the concrete company who is already working on a project in town and include pouring some of these areas to avoid the yard minimum. The locations are on Ash and Seventh Streets and various other areas in town where old corp stops were removed and replaced with meters. The Maintenance Supervisor stated they will be poured to met up to the existing sidewalk the best that it can.

- d) CITY CLERK: The City Clerk stated she has been working on paperwork for the sewer project and census surveys with one being due on April 30 and the other on May 31.

9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Patterson thanked the Maintenance Supervisor for ordering supplies and paint for the community service project. Recob thanked Patterson and the Maintenance Supervisor for working together to get the project completed.

Patterson asked for the date of citywide cleanup and garage sales. The City Clerk stated the citywide garage sale is June 16 and the citywide clean up is the weekend after that on June 23. Patterson asked about a shred day in conjunction with the cleanup day and the City Clerk stated they had looked into that in the past with a cost of approximately \$300 through Jayhawk File Express and if the council wishes she could look into other options.

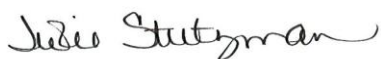
Recob congratulated the City Clerk on the award she received at the KRWA Conference.

10. EXECUTIVE SESSION:

Schmitt made the motion to recess to executive session for 15 minutes for non-elected personnel with the City Clerk attending. Shepard seconded, motion carried. Council reconvened with Patterson making the motion to hire the pool manager at \$9.00, assistant pool manager at \$8.50, and lifeguards at \$7.25 per hour. Schmitt seconded, motion carried.

Recob made the motion to hire the seasonal office assistant at \$7.50 per hour. Shepard seconded, motion carried.

11. ADJOURNMENT: Shepard made the motion to adjourn to Monday, May 7, 2018 at 7:00 p.m. for regular meeting. Schmitt seconded, motion carried.



Julie Stutzman, City Clerk